

Panaji, 12th April, 2013 (Chaitra 22, 1935)

SERIES I No. 2

OFFICIAL GOVERNMENT OF GOA GAZETTE

PUBLISHED BY AUTHORITY

NOTE

There are two Extraordinary issues to the Official Gazette, Series I No. 1 dated 4-4-2013, as namely:—

(1) Extraordinary dated 4-4-2013 from pages 21 to 22 regarding Financial Assistance to the Physically Handicapped for the Purchase of Artificial Aids Rules, 2012— Not. No. 2-14-2011-12/Prov. from Department of Public Assistance (Provedoria).

(2) Extraordinary (No. 2) dated 8-4-2013 from pages 23 to 24 regarding Everest Weekly Lottery— Not. No. JS(Bud)/32/2010 — from Department of Finance (Budget Division).

INDEX

Department	Notification/Order	Subject	Pages
1. Agriculture Directorate of Agriculture Dir. & ex officio Jt. Secretary	Not.- 3/3/Hort/State/Bee/ /2/2012-13/D.Agri/488	Scheme for Promotion of Bee Keeping for Honey Production.	25
2. Home Home-General Division Under Secretary	Ord.- 9/31/2012-HD(G)/ /1205	Creation of posts.	27
3. Labour Inspectorate of Factories and Boilers Chief Inspector & ex officio Joint Secretary	Not.- VI/FAC-6(L-1 Part)/ /IFB-2013/40	Draft Rules— The Goa Factories (Twelfth Amendment) Rules, 2013.	28
4. a. Law & Judiciary Law (Estt.) Division Under Secretary	Ord.- 8/23/2012-LD(Estt.)/ /529	Creation of posts.	56
b. —do— Under Secretary	Ord.- SS(Law)/AG/2007	Modification of fees, allowances and amenities to the Ld. Advocate General.	57
5. Personnel Additional Secretary	Not.- 1/25/86/PER (Pt. file)	RR.— Office of the Commissioner of Excise.	58

GOVERNMENT OF GOA

Department of Agriculture

Directorate of Agriculture

Notification

3/3/Hort/State/Bee/2/2012-13/D.Agri/488

The following scheme approved by the Government is published for the general information of the public.

Scheme: Promotion of Bee Keeping for Honey Production.

Bee keeping is an important tool for improving pollination and productivity of different crops, especially horticultural crops. The bye-products of this activity are many such as honey, wax, pollen, which will also increase the income of the beneficiary. Beside, unemployed youth in remote areas can take up this activity and make a living.

1. *Short title & commencement.*— (i) This scheme shall be called State Sector Scheme “Promotion of Bee Keeping for Honey Production”.

(ii) This scheme shall come into force from the date of its notification in Official Gazette and shall be in force till withdrawn.

2. *Aims & Objectives.*— (i) To promote production of honey.

(ii) To provide pollination support for different agriculture crops.

(iii) To promote and support branding of the honey produced as ‘Goa Honey’.

(iv) To promote traditional tribal occupation in scientific way.

3. *Eligibility.*— (i) Person residing in Goa and having his own house and free open space is eligible to avail the benefits of this scheme.

4. *Pattern of assistance.*— It is proposed to provide 75% of the cost for General beneficiaries and 90% of the cost for SC/ST beneficiaries. The total cost is limited to a maximum for Rs. 5,500/- per unit consisting of the following material required for production of honey.

(i) Bee hive with super and inner cover
(ii) Bee colony and frames, (iii) Hive stand,
(iv) Feeder, (v) Propolis sheet, (vi) Pollen trays,
(vii) Bee veil, (viii) Bee gloves, (ix) Wax sheet,
(x) Hive tool, (xi) Bee jacket, (xii) Un-capping knife, (xiii) Brush, (xiv) Queen cage, (xv) Bee smoker, (xvi) Empty bee hive.

The maximum benefit for an individual farmer General category is Rs. 2.07 lakhs and for ST/SC category farmer is Rs. 2.48 lakhs i.e. 50 units per individual farmer.

The allotment of the bee boxes shall be preferably taken up on cluster basis.

5. *Procedure & filing of claims.*— The scheme shall be implemented and monitored

by Horticulture Section controlled by Deputy Director of Agriculture.

(i) The persons interested shall submit his/her application in the prescribed format alongwith documents prescribed to the Zonal Agricultural Office.

(ii) Prior approval of Directorate of Agriculture shall be obtained for availing subsidy under the scheme.

(iii) The applicant shall acquire the boxes on his own and report alongwith photograph to the Zonal Agricultural Office of the area.

(iv) The site will be inspected by Zonal Agricultural Office and processed for release of subsidy as per the pattern of assistance, and submitted to Directorate of Agriculture for sanction.

(v) The Horticulture Section at HQ shall examine the claim and accord expenditure sanction for subsidy under the concerned scheme.

(vi) The concerned ZAOs shall draw and disburse the subsidy through Directorate of Accounts preferably by ECS mode.

(vii) Wherever the Letter of Authority is furnished, the applicable subsidy shall be forwarded to the supplier or bank as the case may be.

6. *Procurement of inputs.*— The equipments will be purchased by the beneficiaries from agencies approved by National Bee Board, Ministry of Agriculture, Government of India. The Directorate of Agriculture, Goa will facilitate in the procurement of the material by identifying the source and the arrangement of procurement.

7. *Documents required.*— (i) Index of Land (Form I & XIV) if available.

(ii) Residential certificate indicating house number where applicant stays, issued by Mamlatdar.

(iii) Copy of the certificate of training in bee keeping.

(iv) Caste certificate in case of ST/SC farmer.

(v) Letter of Authority of applicant to pay subsidy directly to his/her loan account, wherever applicant has obtained loan.

(vi) One set of GAR-32 duly signed.

(vii) Receipts for purchase of material.

(viii) Copy of Adhar Card.

(ix) Inspection report of the Zonal Agricultural Officer indicating suitability of premises for keeping bee boxes with sufficient area.

(x) Letter of Authority to pay the subsidy directly to supplier if part cost of bee boxes is paid by the beneficiary.

8. *Form of Application.*— The applicant shall be required to apply in form at Annexure I.

9. *Targets.*— It is proposed to install 500 units during the year 2012-13. The area selected will be in areas where sufficient flora is available preferably on cluster basis.

10. *Interpretation.*— If any question arises regarding interpretation of any clause, word, expression of the scheme, the decision shall lie with the Government, which shall be final and binding on all concerned.

11. *Redressal of Grievances and Disputes.*— Grievances if any, arising out of the implementation of this scheme, shall be heard and decided by the Minister for Agriculture and the decision of the Minister for Agriculture in this regard shall be final and binding on all concerned.

This issues with the concurrence of Finance Expenditure Department under U. O. No. Fin (Exp.)/1470186 dated 21-02-2013.

By order and in the name of the Governor of Goa.

Satish S. P. Tendulkar, Director & ex officio Jt. Secretary (Agriculture).

Caranzalem, 28th March, 2013.

Department of Home

Home—General Division

Order

9/31/2012-HD(G)/1205

Sanction is hereby accorded for creation of Inspectorate General of Prisons to be headed by the Inspector General of Prisons appointed under section 5 of the Prisons Act, 1894 (9 of 1894) and who shall function as the Head of the Department.

The Head of the Department shall be the Appointing and Disciplinary Authority for the said Inspectorate and shall exercise powers under the Goa Delegation of Financial Powers Rules, 2008.

The following subjects shall be allocated to the Inspectorate General of Prisons, namely:—

- (a) The Prisoners Act, 1900 (3 of 1900).
- (b) The Prisons Act, 1894 (9 of 1894).
- (c) The Prisoners (Attendance in Courts) Act, 1955 (32 of 1955).
- (d) The Transfer of Prisoners Act, 1950 (29 of 1950).
- (e) The Repatriation of Prisoners Act, 2003 (49 of 2003).
- (f) The Repatriation of Prison Rules, 2004.
- (g) The Removal of Prisoners Order, 1969.
- (h) The Prison Manual for Superintendence and Management of Prisons in Goa 2006.
- (i) The Goa Prison Rules, 2006.
- (j) Any other legislation/orders issued by any competent authority from time to time relating to control and superintendence of prisons in Goa.

This has the approval of the Cabinet in its XXIVth meeting held on 28-11-2012.

By order and in the name of the Governor of Goa.

Neetal P. Amonkar, Under Secretary (Home).

Porvorim, 8th April, 2013.

Department of Labour
Inspectorate of Factories and Boilers

—
Notification

VI/FAC-6(L-1Part)/IFB-2013/40

The following draft rules which are proposed to be made so as to further amend the Goa Factories Rules, 1985 are hereby pre-published as required by section 115 of the Factories Act, 1948 (Central Act No. 63 of 1948), for information of the persons likely to be affected thereby and notice is hereby given that the said draft rules will be taken into consideration by the Government of Goa on the expiry of forty-five days from the date of publication of this Notification in the Official Gazette.

All objections and suggestions to the said draft rules may be forwarded to the Secretary (Factories and Boilers), Government of Goa, Secretariat, Porvorim, before the expiry of said period of forty-five days, so that they may be taken into consideration at the time of finalization of the said draft rules.

DRAFT RULES

In exercise of the powers conferred by section 112 of the Factories Act, 1948 (Central Act No. 63 of 1948) and all other powers enabling it in this behalf, the Government of Goa hereby makes the following rules so as to further amend the Goa Factories Rules, 1985, namely:—

1. *Short title and commencement.*— (1) These rules may be called the Goa Factories (Twelfth Amendment) Rules, 2013.

(2) They shall come into force at once.

2. *Amendment of rule 2A.*— In rule 2A of the Goa Factories Rules, 1985 (hereinafter referred to as the “principal rules”),—

(i) in sub-rule (1), for the third proviso, the following proviso shall be substituted, namely:—

“Provided further that the ‘competent person’ recognized under this provision

shall not be above the age of 65 years and shall be certified to be physically fit by a qualified Medical Practitioner for the purpose of carrying out the tests, examination and inspection.”;

(ii) In sub-rule (3),—

(a) for the expression “an application in Form – 0-1 or 0-2”, the expression “an application in Form – 0-1 or 0-2 shall be along with a treasury receipt showing payment of ten thousand rupees towards the fees for the same, which shall be non-refundable.” shall be substituted;

(b) the following expression shall be added at the end, namely:—

“The said application shall also be accompanied by a valid calibration certificate of the equipments available at the disposal of the applicant for carrying out tests, examination and inspection.”

3. *Amendment of rule 3.*— In rule 3 of the principal Rules, in sub-rule (1) after the clause (d), the following clause shall be inserted, namely:—

“(e) A treasury receipt showing payment of one thousand rupees towards the fees for the same, along with each such fresh application.”

4. *Amendment of rule 5.*— In rule 5 of the principal Rules, for the existing Form of Certificate of Stability, the following form shall be substituted, namely:—

“FORM OF CERTIFICATE OF STABILITY

- | | |
|---|-----|
| (1) Name of the factory | ... |
| (2) Village, town and district in which the factory is situated | ... |
| (3) Full postal address of the factory | ... |
| (4) Name of the occupier of the factory | ... |
| (5) Nature of manufacturing process to be carried on in the factory | ... |
| (6) Name of the building/shed/structure/work of engineering construction and number of floors on which workers will be employed | ... |

(7) Nature and amount of moving power H.P. on each floor ...

If employed by a company or association, name and address of the company or association
Certificate Ref. No.

I certify that I have personally inspected the building/shed/structure/work of engineering construction, the plans of which have been approved by the Chief Inspector vide letter No..... dated and examined the various parts including the foundations with special reference to the machinery, plant, etc., that have been installed. I am of the opinion that the building/shed/structure/work of engineering construction, which has been constructed/reconstructed/extended/taken into use is structurally sound and that it's stability will not be endangered by it's use as a factory/part of a factory for the manufacture of..... for which the machinery, plant, etc. is/are installed.

Note:— A separate stability certificate shall be issued for each building/shed/structure/work of engineering construction in the premises.

Note:— The person issuing the certificate must be a Competent Person approved by office of the Chief Inspector of Factories and Boilers, Government of Goa: Provided, in the case of a building/shed/structure/work of engineering construction occupied or erected by the Government, a certificate may be granted by an officer not below the rank of an Executive Engineer.

Explanation:— "Work of engineering construction" means any building, tank, silo, scaffold, platform, chimney, bridge, supporting structural work, retaining wall or any other similar structure."

Signature of the Occupier

Signature of the Competent Person

Date ...

Name of Engineer (in block letters)
Qualification
Address
Date:

5. *Amendment of rule 6.*— In rule 6 of the principal Rules, in sub-rule (2), for the Schedule, the following Schedule shall be substituted, namely:—

"SCHEDULE

SCALE OF FEES PAYABLE FOR LICENCE AND ANNUAL RENEWAL OF LICENCE BY FACTORIES

Quantity of H. P. Installed (Maximum H.P.)	MAXIMUM NUMBER OF WORKERS TO BE EMPLOYED ON ANY DAY DURING THE YEAR									
	Upto 9	From 10 to 20	From 21 to 50	From 51 to 150	From 151 to 250	From 251 to 500	From 501 to 1000	From 1001 to 2500	From 2501 to 4000	4001 and Above
	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
1	2	3	4	5	6	7	8	9	10	11
Nil	0	300	500	2000	3000	6000	12000	24000	36000	47000
Upto 10	400	800	2000	4000	6000	9000	18000	36000	47000	59000
Above 10 but not above 50	600	2000	3000	6000	9000	12000	24000	44000	54000	65000
Above 50 but not above 100	2000	3000	4000	9000	12000	18000	30000	53000	59000	71000
Above 100 but not above 500	4000	5000	7000	18000	24000	30000	44000	59000	71000	82000
Above 500 but not above 1000	7000	8000	15000	24000	33000	39000	59000	71000	82000	94000

1	2	3	4	5	6	7	8	9	10	11
Above 1000 but not above 2000	10000	14000	19000	33000	39000	47000	65000	82000	94000	110000
Above 2000 but not above 5000	14000	19000	33000	39000	47000	65000	82000	94000	110000	120000
Above 5000 but not above 10000	21000	28000	49000	58000	71000	97000	130000	150000	160000	180000
Above 10000	31000	42000	73000	86000	110000	150000	190000	220000	240000	270000

6. *Amendment of rule 8.*— In Rule 8 of the principal Rules, in sub-rule (2), after the words “in the site on which the factory is situated or” and before the words “if the factory”, the words “addition or alteration to the premises in which the factory is situated or change in the manufacturing process or addition of new process or deletion of process or” shall be inserted.

7. *Amendment of rule 9.*— In rule 9 of the principal Rules, in sub-rule (2),—

(i) in clause (b), for the third proviso and Schedule thereof, the following proviso shall be substituted, namely:—

“Provided also that where the application for the renewal of the licence is made after the expiry of the due date specified in this sub-rule, the additional fees at the rate of twenty five percent of the fees payable for the renewal of the license as specified in the Schedule annexed to sub-rule (2) of rule 6 shall be paid.”;

(ii) after the clause (b), the following clause shall be inserted, namely:—

“(c) The Chief Inspector may also refuse the renewal of the licence if he is satisfied that the requirements under various provisions under the Act or the rules frames hereunder have not been complied with.”

8. *Amendment of rule 11.*— In rule 11 of the principal Rules,—

(i) for expression “Procedure on death or disability of licensee”, the expression “Procedure for transfer of license” shall be substituted;

(ii) In sub-rule (2),—

(a) in clause (i), the following expression shall be added at the end, namely:—

“The notice of occupation in Form No. 2 shall be given by the new occupier on whose name the license is to be transferred.”;

(b) in clause (iii), for the words “fifty rupees” the words “five hundred rupees” shall be substituted.

(iii) after sub-rule (2), the following sub-rules shall be inserted, namely:—

“(3) In case of amendment of a license due to change in the name of the factory or change in the organization status, the application for amendment in Form No. 2 shall be submitted along with a treasury receipt showing payment of five hundred rupees towards the fees for the same.

(4) In case of amendment of a license due to acquisition or merger taking place, the application for amendment of license and notice of occupation in Form No. 2 shall be given by the new occupier in whose name the license is to be transferred, accompanied by a treasury receipt

showing payment of five thousand rupees towards the fees for the same.”

9. *Insertion of new rule 18A.*— In the principal Rules, after rule 18, the following rule shall be inserted, namely:—

“18A. *Power to give directions.*— Subject to the provisions of the Act, the Chief Inspector or the Inspector may, in exercise of the powers and performance of the functions under the Act, issue any directions in writing to the occupier or manager or both, any officer or authority appointed by the Government and such occupier or manager or both, such officer or authority shall be bound to comply with such directions.

Explanation:— The power to issue directions under this rule shall include power to direct,—

(a) the closure or prohibition of any factory or any part thereof, operation or process, machinery or plant; or

(b) the stoppage of supply of electricity, water or any other service or to reinstate it.”

10. *Insertion of new rule 19A.*— In the principal Rules after rule 19, under Chapter III, the following rule shall be inserted, namely:—

“19A. *Medical Examination of workers.*— All the workers in a factory shall be medically examined once in a year by the Certifying Surgeon appointed under the Act or the Medical Inspector of Factories appointed by the Government or the Factory Medical Officer or the Occupational Health Laboratory recognized under rule 90 O (3) and rule 90 O (4):

Provided that the frequency specified in this rule for conducting medical examinations shall not apply to the workers employed in the industries involving hazardous process as specified under THE FIRST SCHEDULE of the Act and/or carrying on dangerous

manufacturing processes or operations as declared under rule 131, wherein the frequency for such examinations shall be as specified under rule 90N and/or Schedules annexed to rule 131.”

11. *Amendment of rule 74.*— In rule 74 of the principal Rules, after sub-rule (5), the following sub-rule shall be inserted, namely:—

“(6) *Recognition of Safety Officers.*— (a) Any person possessing qualification as specified in clause (a) or (b) of sub-rule (1), shall submit an application in Form – 0-4 along with a treasury receipt showing payment of two thousand rupees, which shall be non-refundable, to the Chief Inspector, to recognize him as a Safety Officer, for the purposes of this Act and the rules made thereunder. The Chief Inspector, shall register such application and within a period of sixty days of the date of receipt of application, either after having satisfied himself as regards competence of the applicant, shall recognize the applicant as a Safety Officer and issue an one time certificate of recognition in Form – 0-6 or reject the application specifying the reasons thereof.

(b) The Safety Officers who are already appointed before the date of commencement of the Goa Factories (Twelfth Amendment) Rules, 2013 shall submit the application in Form – 0-4 along with a treasury receipt of said amount of two thousand rupees, which shall be non-refundable, within a period of thirty days from the date of such commencement.

(c) The Chief Inspector may, after giving an opportunity to the recognized Safety Officer of being heard, revoke the certificate of recognition for any reason to be recorded in writing.”

12. *Insertion of new rule 74A.*— In the principal Rules after rule 74, the following rule shall be inserted, namely:—

“74A. *Number of Safety Officers.*— (1) Wherein one thousand or more workers are

ordinarily employed, the occupier shall employ such number of Safety Officers as specified in column (3) of the Schedule 1 below for the number of workers mentioned in corresponding column (2) of the said Schedule 1.

SCHEDULE 1

Sr No.	Number of workers ordinarily employed	No. of Safety Officers
(1)	(2)	(3)
1.	1000 but not exceeding 1500	1
2.	Above 1500 but not exceeding 2000	2
3.	Above 2000 but not exceeding 2500	3
4.	Above 2500 but not exceeding 3000	4
5.	For every 1000 or part thereof exceeding 3000	1

(2) Wherein the factory is involved in hazardous process as defined under section 2(cb) of the Act, the occupier shall employ such number of Safety Officers as specified in column (3) of the Schedule 2 below for the number of workers mentioned in corresponding column (2) of the said Schedule 2.

SCHEDULE 2

Sr No.	Number of workers ordinarily employed	No. of Safety Officers
(1)	(2)	(3)
1.	Above 250 but not exceeding 500	1
2.	Above 500 but not exceeding 1000	2
3.	Above 1000 but not exceeding 1500	3
4.	Above 1500 but not exceeding 2000	4
5.	Above 2000 but not exceeding 2500	5
6.	For every 500 or part thereof exceeding 2500	1

(3) Wherein the factory is categorized as "Major Accident Hazard" under the Manufacture, Storage and Import of Hazardous Chemicals Rules, 1989 as amended from time to time, and employing less than 250 workers, the occupier shall employ at least one number of Safety Officer."

13. *Amendment of rule 90 O.*— In rule 90 O of the principal Rules, after sub-rule (2),

the following sub-rules shall be inserted, namely:—

"(3) *Recognition of Factory Medical Officers.*— (a) Any person possessing qualification as specified in sub-rule (2) and intends to be appointed as Factory Medical Officer under sub-rule (1) or sub-rule (1) of rule 95, shall submit an application in Form – 0-4 to the Chief Inspector along with a treasury receipt showing payment of two thousand rupees towards the fees for recognizing applicant, which shall be non-refundable, as a Factory Medical Officer, for the purposes of the Act and the rules made thereunder. The Chief Inspector, shall register such application and within a period of sixty days of the date of receipt of application, either after having satisfied himself as regards competence of the applicant and in consultation with the Certifying Surgeon or the Medical Inspector of Factories, shall recognize the applicant as a Factory Medical Officer and issue an one time certificate of recognition in Form – 0.6 or reject the application specifying the reasons therefor.

(b) The Factory Medical Officers who are already appointed before the date of commencement of the Goa Factories (Twelfth Amendment) Rules, 2013 shall submit the application in Form – 0-4 along with a treasury receipt of said amount of two thousand rupees, which shall be non-refundable, to the Chief Inspector, within a period of thirty days of such commencement.

(c) The Chief Inspector may, after giving an opportunity to the recognized Factory Medical Officer of being heard, revoke the certificate of recognition,—

(i) if he has reason to believe that the recognized Factory Medical Officer has violated any condition stipulated in the certificate of recognition; or

(ii) for any other reason to be recorded in writing.

(4) *Recognition of Occupational Health Laboratories.*— (a) Any institution which intends to set up an Occupational Health Laboratory for the purposes of carrying out medical examinations of the workers as required under the Act and the Rules made thereunder, shall submit an application in Form – 0-5 to the Chief Inspector along with a treasury receipt showing payment of ten thousand rupees, which shall be non-refundable, towards the fees for recognizing the institution as a 'Occupational Health Laboratory' for the purposes of the Act and the rules made thereunder.

(b) The institution shall employ persons possessing the qualifications specified in sub-rule (2) of rule 90 O and shall have facilities and equipments at the disposal as set out in the Schedule to this rule.

(c) The Chief Inspector, shall register such application and within a period of sixty days of the date of receipt of application, either after having satisfied himself as regards competence and facilities available at the disposal of the applicant and in consultation with the Certifying Surgeon or the Medical Inspector of Factories, shall recognize the applicant institution to set up an Occupational Health Laboratory and issue a certificate of recognition in Form – 0-7 for a period not exceeding one year or reject the application specifying the reasons therefor.

(d) The institutions which are already in existence as an Occupational Health Laboratory on the date of commencement of the Goa Factories (Twelfth Amendment) Rules, 2013 shall submit the application in Form – 0-5 along with a treasury receipt of said amount of ten thousand rupees, which shall be non-refundable, to the Chief Inspector within a period of thirty days from the date of such commencement:

Provided that this sub-rule shall not be applicable to Occupational Health Laboratory set up by the Government in this regard.

(e) The application for recognition shall also be accompanied by valid calibration certificates of the equipments available at the disposal of the applicant for carrying out tests and examinations.

(f) The Chief Inspector may, after giving an opportunity to the recognized Occupational Health Laboratory of being heard, revoke the certificate of recognition,—

(i) if he has reason to believe that the recognized Occupational Health Laboratory has violated any condition stipulated in the certificate of recognition; or

(ii) for any other reason to be recorded in writing.

SCHEDULE

Facilities and Equipments for Occupational Health Laboratories

- (1) Spirometer;
- (2) Audiometer;
- (3) Titmus vision tester;
- (4) X-ray machine;
- (5) ECG machine;
- (6) B.P. Apparatus;
- (7) Ultrasound machine;
- (8) Atomic Absorption Spectrophotometer;
- (9) Facilities and equipments required for biological and bio-chemical examination;
- (10) Facilities and equipments required for pathological examination;
- (11) Instruments required for clinical examination.

14. *Amendment of rule 95.*— In the rule 95 of the principal Rules, in sub-rule (1) in clause (c) of the proviso thereto, after the words "recognized University" the expression "or three months certificate course in Associate Fellow of Industrial Health offered by the Directorate General Factory Advice Services and Labour Institutes, Mumbai" shall be inserted.

15. *Amendment of rule 96.*— In rule 96 of the principal Rules, in sub-rule (1) the expression "and which is specified by the

Government by a notification in the Official Gazette in this behalf" shall be omitted.

16. *Amendment of rule 110.*— In rule 110 of the principal Rules, after sub-rule (7), the following sub-rule shall be inserted, namely:—

"(8) *Recognition of Welfare Officers.*— (a) Any person possessing qualification as specified in sub-rule (2) and intends to be appointed as Welfare Officer in a factory, shall submit an application in Form – 0-4 along with a treasury receipt showing payment of two thousand rupees, which shall be non-refundable, towards the fees for recognizing him as a Welfare Officer, for the purposes of the Act and the rules made thereunder. The Chief Inspector shall register such application and within a period of sixty days of the date of receipt of application, either after having satisfied himself as regards competence of the applicant, shall recognize the applicant person as a Welfare Officer and issue an one time certificate of recognition in Form —0-6 or reject the application specifying the reasons therefor.

(b) The Welfare Officers who are already appointed before the date of commencement of the Goa Factories (Twelfth Amendment) Rules, 2013 shall submit the application in Form – 0-4 along with a treasury receipt of said amount of two thousand rupees, which shall be non-refundable, to the Chief Inspector within thirty days from the date of such commencement.

(c) The Chief Inspector may, after giving an opportunity to the recognized Welfare Officer of being heard, revoke the certificate of recognition for any reason to be recorded in writing."

17. *Amendment of rule 116.*— In rule 116 of the principal Rules, after the expression "The notice of periods of work for adult workers shall be in Form No.19" the expression "which shall be duly approved

by Inspector or the Chief Inspector" shall be inserted.

18. *Amendment of rule 119.*— In rule 119 of the principal Rules, in sub-rule (2), for the words "rupees sixteen hundred per month," the expression "the wage limit specified in sub-section (6) of section 1 of the Payment of Wages Act, 1936 (4 of 1936)" shall be substituted.

19. *Amendment of rule 131.*— In rule 131 of the principal Rules, after Schedule XXVIII, the following Schedule shall be inserted, namely:—

"SCHEDULE – XXIX

Manipulation of stone or any other material containing free silica

(1) *Application.*— This schedule shall apply to all factories or parts of factories in which manipulation of stone or any other material containing free silica is carried on.

(2) *Definitions.*— For the purpose of this Schedule,—

(a) "manipulation" means crushing, breaking, chipping, dressing, grinding, sieving, mixing, grading or handling of stone or any other material containing free silica or any other operation involving such stone or material;

(b) "Stone or any other material containing free silica" means a stone or any other solid material containing not less than 5% by weight of free silica.

(3) *Precautions in manipulation.*— No manipulation shall be carried out in a factory or part of a factory unless one or more of the following measures are adopted, namely:—

(a) damping the stone or other material being processed;

(b) providing water spray;

(c) enclosing the process;

(d) isolating the process; and

(e) providing localised exhaust ventilation;

so as to effectively control the dust in any place in the factory where any person is employed, at a level equal to or below the maximum permissible level for silica dust as laid down in Table 2 appended to rule 138 of these Rules:

Provided that such measures as above said are not necessary if the process or operation itself is such that the level of dust created and prevailing does not exceed the permissible level referred to.

(4) Maintenance of floors— (a) All floors or places where fine dust is likely to settle on and whereon any person has to work or pass shall be of impervious material and maintained in such condition that they can be thoroughly cleaned by a moist method or any other method which would prevent dust being airborne in the process of cleaning.

(b) The surface of every floor of every work room or place where any work is carried on or where any person has to pass during the course of his work, shall be cleansed of dust once at least during each shift after being sprayed with water or by any other suitable method so as to prevent dust being airborne in the process of cleaning.

(5) *Prohibition relating young persons.*— No young person shall be employed or permitted to work in any of the operations involving manipulation or at any place where such operations are carried out.

(6) *Medical examination by Certifying Surgeon.*— (a) Every worker employed in the processes specified in paragraph 1, shall be examined by a Certifying Surgeon within 15 days of his first employment. Such medical examination shall include lung function test and other routine examinations. Such examination, wherever the Certifying Surgeon considers appropriate, shall include chest X-ray. No worker shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the Certifying Surgeon.

(b) Every worker employed in the said processes shall be re-examined by a Certifying Surgeon at least once in every twelve months. Such re-examination shall include all the tests as specified in sub-paragraph (1).

(c) The Certifying Surgeon after examining a worker shall issue a Certificate of Fitness in Form 26. The record of examination and re-examinations carried out shall be entered in the Certificate and the Certificate shall be kept in the custody of the manager of the factory. The record of each

examination carried out under sub-paragraphs (1) and (2), including the nature and the results of the tests, shall also be entered by the Certifying Surgeon in a health register in Form 7.

(d) The Certificate of Fitness and the health register shall be kept readily available for inspection by the Inspector.

(e) If at any time the Certifying Surgeon is of the opinion that a worker is no longer fit for employment in the said process on the ground that continuance therein would involve special danger to the health of the worker he shall make a record of his findings in the said Certificate and the health register. The entry of his findings in these documents should also include the period for which he considers that the said person is unfit for work in the said processes. The person so suspended from the process shall be provided with alternate placement facilities unless he is fully incapacitated in the opinion of the Certifying Surgeon, in which case the person affected shall be suitably rehabilitated.

(f) No person who has been found unfit to work as said in sub-paragraph (5) above shall be re-employed or permitted to work in the said processes unless the Certifying Surgeon, after further examination, again certifies him fit for employment in those processes.

(7) *Exemptions.*— If in respect of any factory, the Chief Inspector is satisfied that owing to the exceptional circumstances or in frequency of the processes or for any other reason, all or any of the provisions of this Schedule is not necessary for protection of the workers in the factory, the Chief Inspector may by a certificate in writing, which he may in his discretion revoke at any time, exempt such factory from all or any of such provisions subject to such conditions, if any, as he may specify therein."

20. *Insertion of new rule 137A.*— In the principal Rules after rule 137, the following rule shall be inserted, namely:—

"137A. *Training on health and safety at work.*— The Occupier of every factory shall ensure that at least twenty-five percent of its total workers are trained on health and safety at work through a training centre or institute duly approved by the Chief Inspector."

21. *Amendment of rule 141.*— In rule 141 of the principal Rules, sub-rule (2) shall be omitted.

22. *Insertion of new forms.*— In the principal Rules, after Form – 0-3, the following forms shall be inserted, namely:—

“FORM – 0-4

[See rule 74 (6), 90 O (3) and 110 (8)]

Form of Application for Recognition as Safety Officer/Factory Medical Officer/Welfare Officer

- (1) Name of the Applicant :
 (2) Full Residential Address :
 (3) Date of Birth :
 (4) E-mail ID :
 (5) Contact No. :
 (6) Recognition as Safety Officer/
 /Factory Medical Officer/Welfare
 Officer :
 (7) Educational qualifications
 (Enclose certificates) :
 (8) Details of professional experience,
 if any (in chronological order) :

Photo

Name of the Organization	Period of service	Designation	Area of responsibility

- (9) Knowledge of Konkani (for Safety Officer & Welfare Officer) :
 (10) Membership, if any, of professional bodies :
 (11) Any other relevant information :

Declaration by the Applicant

I, _____, hereby declare that the information furnished above is true and I undertake to fulfill and abide by the conditions stipulated in the certificate of recognition and instructions issued by the Chief Inspector from time to time, if any.

Place:

Date:

Signature

FORM – 0-5

[See rule 90-O (4)]

Form of Application for Grant of Certificate of Recognition as Occupational Health Laboratory to an Institution

- (1) Name and full address of the Laboratory :
 (2) Organization's status (specify whether Government, Autonomous, Co-operative, corporate or private) :
 (3) Whether the organization has been recognized as an Occupational Health Laboratory under this or any other statute. If so, give details :
 (4) Particulars of persons employed and possessing qualification and experience :

Sr. No.	Name and Designation	Qualifications	Experience
(1)			
(2)			

- (5) Details of facilities available at disposal (Refer Schedule annexed to rule 90-O (b) for minimum facilities to be made available) :
 (6) Membership, if any, of professional bodies :
 (7) Any other relevant information :

Declaration

I, _____ hereby, on behalf of _____ certify the details furnished above are correct to the best of my knowledge, I undertake to—

- (i) Maintain the facilities in good working order, calibrated periodically as per manufacturers instruction or as per National Standards; and
 (ii) Notify the Chief Inspector any change in the facilities and the persons employed (either additions or deletion);

(iii) To fulfill and abide by all the conditions stipulated in the certificate of recognition and instructions issued by the Chief Inspector from time to time.

Place:

Date:

Signature of Head of the Institution
or of the persons authorized to sign
on his behalf

Designation

FORM – 0-6

[See rule 74 (6), 90 O (3) and 110 (8)]

**Form of Recognition issued to Safety Officer/
Factory Medical Officer/Welfare Officer**
(Strike out words not applicable)

I,..... in exercise of the powers conferred on me under rule 74 (6)/90 O/110 (8) (strike out words not applicable), hereby recognize Shri/Dr. (name of the person) for appointment as

This recognition is issued subject to the conditions stipulated hereunder:—

- (i) _____
(ii) _____

Station:

Date:

OFFICIAL SEAL

Signature of the Chief Inspector

FORM – 0-7

[See rule 90 O (4)]

**Form of Certificate of Recognition to an
Institution as Occupational Health Laboratory**

I,..... in exercise of the powers conferred on me under rule 90 O (4) of the Goa Factories Rules, 1985, hereby recognize (name of the institution) for providing Occupational Health Laboratory services for the purpose of carrying out tests, examinations and certification of the workers engaged in factories, as the case may be, located in the State of Goa.

This certificate is valid from to

This certificate is issued subject to the conditions stipulated hereunder:—

- (i) The tests, examination & certification shall be carried out in accordance with the provisions of the Act and the rules made thereunder.
(ii) The tests, examination and certification shall be carried out by qualified person authorized by the recognized laboratory.
(iii) The laboratory recognized shall keep the Chief Inspector informed of the changes in the names, designations and qualifications of the persons authorized by it to carry out tests, examinations and certifications.
(v) Statement of tests, examinations and certifications done shall be submitted to the Chief Inspector on quarterly basis in the format as may be specified.
(vi) _____

Station:

Date:

OFFICIAL SEAL

Signature of the Chief Inspector."

23. *Substitution of Forms.*— In the principal Rules;

(i) for Form No. 1, the following Form shall be substituted, namely:—

"

Form fee Rs. 100/-
to be paid by cash
against receipt

Affix Court Fee
Stamp of Rs.10/-

FORM No. 1

(See rule 3)

**Application for Approval of Plans to Construct,
Extend or take into use any building as
Factory or Revision in Plant and
Machinery Layout**

(1) Application for – (Tick one or more, as applicable)

- (a) Constructing a new : _____
building
(b) Extending the existing : _____
building

<p>(c) Taking into use any building as a factory : _____</p> <p>(d) Revision in Plant and Machinery Layout : _____</p> <p>(2) Applicant's/Occupier's details in block letters : _____</p> <p>(a) Full Name : _____</p> <p>(b) Permanent Residential Address : _____</p> <p>_____</p> <p>FAX: _____</p> <p>Landline _____</p> <p>Phone No. _____</p> <p>Mobile Phone No. _____</p> <p>(c) Local Residential Address (i) : _____</p> <p>_____</p> <p>Landline _____</p> <p>Phone No. _____</p> <p>(3) Full name and postal address of factory including phone No.</p> <p>(a) Name : M/s. _____</p> <p>_____</p> <p>(b) Address : _____</p> <p>FAX: _____</p> <p>Landline _____</p> <p>Phone No. _____</p> <p>(4) Please indicate also the following details:—</p> <p>(a) Nearest police station : _____</p> <p>(b) Nearest railway station : _____</p> <p>(c) Nearest public hospital : _____</p> <p>(5)(a) Whether already registered as a factory : Yes/No</p> <p>(b) If yes,</p> <p>(i) Registration No. : _____</p> <p>(ii) Licence No. : GOA/ _____</p> <p>(iii) Valid upto : _____</p> <p>(c) Does it fall in THE FIRST SCHEDULE under Section 2 (cb)? If yes, : Yes/No</p>	<p>(i) Category as per THE FIRST SCHEDULE of Factories Act, 1948 (Details given in Annexure VI) : _____</p> <p>(d) Dangerous Manufacturing Process or Operation carried on or to be carried on as per Rule 131 (Details given in Annexure VII) : _____</p> <p>(e) Approval for Project/Proposal by High Powered Co-ordination Committee (For new and existing large factories) : _____</p> <p>(f) N.O.C. from Directorate of Industries (For new and existing micro, small or medium factories) : _____</p> <p>(g) N.O.C. from Local Authority i.e. Municipality/Panchayat/GIDC along with photo copy of approved plans (For new and existing factories) : _____</p> <p>(h) N.O.C from Goa State Pollution Control Board as under:</p> <p>(i) For new factories : _____</p> <p>(ii) For existing factories : _____</p> <p>Air & Water Consent to Operate and Hazardous Waste Authorization</p> <p>(i) N.O.C. from Petroleum and Explosives Safety Organization in case of factories using/manufacturing/storing explosives or petroleum substances (For new and existing factories) : _____</p> <p>(j) N.O.C. from F.D.A. for pharma and foods and drugs factories (For new factories). : _____</p>
---	---

- (k) N.O.C. from Captain : _____
of Ports/MPT for ship-
yard, docks or any site
near river banks, sea,
etc. (For new and
existing factories)
- (6) Other Documents:
- (1) List of directors/ : _____
/partners in case of
company/firm with
their permanent
address and telephone
numbers (For new
factories and in case
of existing factories if
there is any change)
- (2) Board Resolution appo- : _____
inting one of the
Directors/Partners as
Occupier of the factory.
As per draft enclosed as
Annexure – I (For new
factories & in case of
existing factories if
there is any change)
- (3) Ownership documents : _____
of the premises i.e.
Sale Deed/Lease Deed
(For new factories and
in case of existing
factories if there is any
addition/deletion of
plot or survey No.)
- (4) List of raw material : _____
used in the manufac-
turing process (For new
factories and in case of
existing factories if
there is any change)
- (5) List of finished products : _____
manufactured in the
factory (For new
factories and in case
of existing factories
if there is any change):
- (6) Schematic flow chart : _____
of the manufacturing
process (For new
factories and in case
of existing factories
if there is any change)
- (7) Brief description of : _____
the manufacturing
process (For new
factories and in case
of existing factories
if there is any change)
- (8) List of chemicals/oils/ : _____
/solvents/gases that are
stored, produced or dis-
charged to be given in
Annexure – II (For new
factories and in case of
existing factories if
there is any change)
- (9) Details of trade waste : _____
to be submitted as per
Annexure–III (For new
factories and in case of
existing factories if
there is any change)
- (10) Statistical data to : _____
be submitted in
Annexure – IV (to be
obtained from Architect/
/Engineer)
- (11) Stability Certificate of : _____
the building/shed/
/structure/work of
engineering constru-
ction (to be obtained
from Competent Person
approved by Chief
Inspector of Factories)
- (12) Plans in duplicate in : _____
blue print/CAD print
(Refer Annexure V for
plan preparation
Guidelines)
- (13) Details of safety : _____
fittings, equipments,
devices and the
measures to be adopted
with the list of protec-
tive wears
- (14) (i) List of machineries/ : _____
/equipments with
their power rating in
HP/kilo watts (For
new factories and in
case of existing
factories if there is
any change)

(ii) List of other power/ : _____
/steam generating
equipments along
with their details

(15) List of raw materials : _____
imported indicating
the name of the country
from where it is impor-
ted and the quantity
imported (For new
factories and in case of
existing factories if
there is any change)

(16) Risk Analysis Report : _____
in case of Major
Accident Hazard
installation/Chemical
Unit (For new factories
and in case of existing
factories if there is any
change)

Rubber stamp and
signature of the
Occupier: _____

Name of Occupier: _____
(in block letters)

Date:

Notes: (1) Applicant should be the occupier of the
factory, as specified under the following
circumstances:—

- (a) The proprietor of the firm, or
 - (b) Anyone of the individual partners of
the firm by consent from all other
partners.
 - (c) One of the director of the company
nominated by Board resolution.
 - (d) The person appointed by notification
to manage the affairs of the factory,
owned or controlled by the Central
Government or State Government or
a local authority.
- (2) The application in this Form is not valid
after 3 months from the date of
submission, if plans are not approved.
- (3) Application made by a person other than
the occupier of a factory will not be
entertained.

QUESTIONNAIRE

(1) Has the construction ☐ No
work been started?
If yes, when? ☐ Yes On _____

(2) Has the construction ☐ No
work been completed?
If yes, when? ☐ Yes On _____

(3) Has the manufacturing ☐ No
process commenced?
If yes, when? ☐ Yes On _____

How many workers
were employed on the
first day of the manufa-
cturing activity?

(4) From which date you From _____
are employing more than
9 workers with the aid
of power or more than 19
workers without the aid
of power?

(5) What is/will be the Male: _____
maximum number of
workers employed per
day? (Maximum, coun-
ting all shifts in the
entire factory) Female: _____

(6) What is/will be the Male: _____
maximum number of
workers working in
the entire factory at
any one time? Female: _____

(7) How many workers are Dangerous Workers
engaged in each dan- operations employed
gerous manufacturing
process or operation
specified in point
No. 5 (d)?

(i) _____

(ii) _____

(iii) _____

(iv) _____

Name and Signature of the Occupier

Date:

ANNEXURE - I

RESOLUTION

Extract of the Resolution passed in the Board of Directors Meeting held on
..... at.....

Resolved that Shri.....Director of the Company is nominated as 'Occupier' for the Company's factory at Plot No..... Goa, for the purpose of the Factories Act, 1948 and the Rules thereunder.

Certified by Company Secretary or Chairman.

ANNEXURE - II

Details of Oil/Solvents/Chemicals/Gases those are stored, produced or discharged

Sr. No.	Name of the raw material/chemical/ /solvent etc.	Physical state at ambient temp.	Maximum quantity stored at a time in factory	Type/ /Mode of storage	Flash point in °C	Flammability	Toxicity	Exposure	Method of handling during manufacturing process
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

Raw materials

Intermediate products

Finished products

NOTE:- The managements are advised to collect chemical data sheet from the Institute of Safety, Occupational Health and Environment on payment of specified charges.

Name and Signature of the Occupier

Date:

ANNEXURE - III

- (1) What is the nature of trade waste resulting from manufacturing process? Its quantity per day : Solid Liquid Gases
- (2) Physical/Chemical characteristics at the point of disposal: outside factory?
- (3) What arrangement is made for the disposal of trade waste and effluents? :
- (4) Whether arrangement is approved by the Pollution Control Board? If yes, enclose the copy of the approval of the arrangements made for the disposal of trade waste and effluents :

Name and Signature of the Occupier

Date:

ANNEXURE - IV

Statistical Data

Sr. No. of work room, office room, etc. marked on plan	Name of room in factory	Length, breadth and height (all in metres of each room)	Total volume of each room in cubic metres	Total volume occupied by machinery of each room in cubic metres	Floor area occupied by machinery in square metres	Breathing space in cubic metres	No. & size of door	No. & sizes of window opening in the outer wall (at working level)	No. & size of ventilation & other roof opening (above working level)	Total area of windows and doors in the outer wall in square metres (8+9)	Total area of opening above working level in square metres	Maximum No. of persons who may be employed in the room at a time	Other remarks if any with respect of special arrangements made for ventilation
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)

NOTE:- Breathing space of at least 14.2 cubic metres shall be provided for every worker employed in that room and no account shall be taken of any space which is more than 4.2 mts. Above the level of the floor of the room, for calculating the breathing space.

Signature of Architect/Engineer preparing the plans

ANNEXURE - V

**For reference of Occupier/Engineer/Architect-
Guidelines for preparing plans**

- (1) Should be submitted in blue print drawing or CAD print.
- (2) Should be in duplicate.
- (3) Should be signed by Occupier and the Engineer/Architect indicating his registration number with rubber stamp.
- (4) Should be drawn to scale, suitably dimensioned.
- (5) The site and block plan must be drawn to a scale of 1 cm = 5 mts. with North direction shown.
- (6) The scale of building plans, elevations, equipment, layout, cross sections, must be drawn to a scale of 1 cm = 1 mt.
- (7) All dimensions should be in metric systems.
- (8) Should be prepared by a person having requisite qualifications such as an Architect registered with the Institution of Architects or Registered Engineer. Name and address of the Engineer/Architect to be given.
- (9) Site plan should show immediate surroundings including adjacent buildings and other structures, roads, drains, etc., factory boundary should be shown in green including all its premises and precincts therein.
- (10) Layout Plans.
- (11) Should show all the departments, sections, aisles, stairs, floor openings, pits, reservoir sumps, tanks, boiler house, coal yard, generator room, effluent plant, work benches, workshop, passageways through the working room, etc. giving access to the means of escape in the case of fire and emergency.
- (12) Should show placement of machinery and equipment, including lifting machines, pressure plants, furnace, etc., indicating the distance of at least 1 mt. between the machines, machines and adjacent walls, pillars, etc.

- (13) Should show location of all the statutory facilities like latrines, urinals and washing facilities, cloak room, canteen, rest/shelter room, lunch room, first aid room, drinking water centres, spittoons, etc., clearly marked and detailed plans with respect to each of these facilities.
- (14) Should show all figures, dimensions, specifications, distances and necessary schedules of doors and windows, machineries and equipments on plans at proper places.
- (15) Should show proposed changes of additions and alterations in the following distinctive colours.
- (16) Proposed extension in pink colour.
- (17) Proposed demolition in yellow colour.

TECHNICAL SPECIFICATIONS FOR FACTORY BUILDINGS

(1) SITE:

While considering the factory site it should be ensured that the proposed factory does not create any nuisance to the neighbourhood including adjacent industries or the general population. In case a factory is having liquid effluent then the care should be taken to see that there is a receiving body for effluent after treatment. In case of industrial units having a potential danger of creating a major hazard that the factory should ensure that there is a green zone/clear distance around the factory as per the guideline given by the Bombay High Court in regard to locational safety aspects (leaving 1 km. radius) of factories.

(2) SPACING:

There must be open alley ways of at least 7.61 mts. between the buildings.

(3) FLOOR:

- (i) Floor should be cemented.
- (ii) There should be mastic flooring in flammable areas to eliminate sparks.

(4) WALLS:

- (i) C.G.I. & A.C.C. sheets shall not be acceptable as wall material either in cladding or louvre forms unless they are at such height from the working level as specified by the Chief Inspector of Factories.
- (ii) Walls should be plastered smooth inside.

(5) HEIGHT:

- (i) Height of the building will vary depending upon the manufacturing process. However minimum height from floor to the lowest point of the roof should not be less than 3.75 mts.
- (ii) For spans of building upto 12 mts. the height shall not be less than 3.75 mts. for spans between 12-21 mts. the height shall not be less than 4.25 mts.
- (iii) In case of A/c rooms lesser height upto 2.12 mts., could be accepted depending upto the number of workers employed, size of the room, processes carried out, standby power supply, etc.
- (iv) Minimum measurements necessary for roof heights are:
- (v) RCC slab/tiles with false ceiling – 3.75 mts.
- (vi) AC sheets with false ceiling – 3.75 mts.

(6) ROOF MATERIAL:

Galvanized iron sheet or asbestos cement sheets are not acceptable as roof material unless it is at such increased height as suggested by the Chief Inspector of Factories and unless it is provided with false ceiling of heat resistant material.

(7) WINDOWS AND SKYLIGHTS:

- (i) Sill height of windows at working level should not be more than 1 mt.
- (ii) Windows should be fully openable outwards.
- (iii) Should not be less than 152.5 x 91.5 cms.
- (iv) Distance between the centres of consecutive windows should not exceed 2.4 mts.
- (v) If natural lighting is inadequate, sufficient number of transparent sheets or glass tiles should be provided.
- (vi) For building over 3.75 mts. height, every additional 3.75 mts. height is considered as one floor for providing additional openings.

(8) DOORS:

- (i) Minimum size should be 205 cms. X 120 cms.
- (ii) Opening outside in the direction of nearest exit.

(9) EMERGENCY EXIT:

- (i) At least two for every room.

- (ii) Should provide free and unobstructed passage.
 - (iii) Travel distance to the exit should not be more than 30 mts.
 - (iv) In case of those factories where high hazard materials are stored or used, the travel distance to the exit shall not exceed 22.5 mts.
 - (v) If any part of the factory building is above or below the level of the ground floor, then two or more external, separate and substantial stairways of fireproof material should be provided at diagonally opposite levels to provide direct access to the ground floor.
 - (vi) Stairway shall not have angle greater than 45° to the horizontal and wide less than 90 cms.
- (10) BREATHING SPACE:
- Breathing space of 14.2 cubic mts./worker is required. Actual height upto 4.2 mts. should only be taken into account for calculating the breathing space (see Annexure - IV)
- (11) OVERCROWDING:
- (1) Space for free movement.
 - (2) In power factories at least 3.3 sq. mts. space is required for each worker.
 - (3) Non-power factories, space required is 1.5 – 2.3 sq. mts. Space occupied by machinery and other fixtures not to be considered.
 - (4) Space for work on floor.
 - (5) For workers who squat on the floor and work, space required per worker is 1.47 sq. mts. In addition to the space required for free movement.
- (12) SPACING OF MACHINERY:
- Minimum 1st. distance is to be allotted in between machinery and fixtures like planers, etc., whose traverse of the bed is towards the wall, then a clear space of at least 45 cms. Between the wall and the maximum traverse of the bed with the largest size of the object to be turned should be left.
- (13) VENTILATION:
- (i) Ventilation standard specified in the Factories Act and the Rules thereunder shall generally be adhered to.
 - (ii) Openings in the wall should be at least more than 15% of the floor area.
 - (iii) For every 9.35 sq.mts. of wall area, there should be one window of 152.5 x 91.5 cms.
 - (iv) Minimum air movement – 30 mts./min.
 - (v) (a) every 3.75 mts. height is considered as one floor area.
(b) opening above 2.42 mts. from floor level not considered.
(c) only openable window area is taken in consideration for ventilation.
 - (vi) Ridge ventilators should be provided for the full length of the roof.
 - (vii) Roof extractors, ventilation cowl to be provided.
 - (viii) Opening of not less than 15.24 cms. For the full length of the top in the north light roof.
 - (ix) Openings or openable ventilators needed for each bay of north light roof.
- (14) MEZZANINE FLOOR:
- (i) Sufficient head room over all working platforms needed.
 - (ii) Platforms and stepways above floor level should be provided with hand rails on all the sides and toe boards.
- (15) EXHAUST:
- Effective dust/fume/heat extraction system is necessary for local exhaust wherever painting buffing, heat processes, etc., are involved. Details of systems adopted to remove heat, dust, fume, vapour, smoke, gases, air-borne contaminants, radio-active waste, etc., should be given and should be shown in plans.
- (16) ILLUMINATION & ELECTRICAL FITTINGS:
- (i) Standard of lighting should be as per ISI specifications/Rule 37 of the Goa Factories Rules, 1985.
 - (ii) All wiring should be of industrial type.
 - (iii) Flame-proof wiring and fittings to be provided in explosive environment.
- (17) SANITARY FACILITIES:
- (see Rules 47 to 56 of the Goa Factories Rules, 1985)
- (i) Separately for male and female workers.

- (ii) Independent entry for male and female workers.
- (iii) Well distributed in convenient places.
- (iv) In following number:-
 - a) Latrines:
One for every 25 upto 100 workers and thereafter one for every 50 workers.
 - (b) Urinals:
One for every 50 upto 500 workers and thereafter one for every 100 workers.

(18) WASHING FACILITIES:

(see Rule 91 of the Goa Factories Rules, 1985)

- (i) Separately for male and female workers.
- (ii) Independent entry for male and female workers.
- (iii) Well distributed in convenient places.
- (iv) In following number:-
 - (a) Wash places:-
One for every 20 upto 200 workers and thereafter one for every 50 workers.
 - (b) Bathrooms:-
One for every 25 upto 100 workers and thereafter one for every 50 workers.

(19) CLOAKROOM:

(Applicable only to Engg. Workshop, chemical, iron & steel factories, motor garages, etc.)

(20) ARRANGEMENT FOR DRYING OF WET CLOTHING AND KEEPING CLOTHING:

(Applicable to factories listed under Rule 92 of the Goa Factories Rules, 1985.)

Separately for male and female workers.

(21) CANTEEN:

(Applicable to factories employing 250 and more workers. See Rule 96 of the Goa Factories Rules, 1985.)

- (i) 1 sq. mt. per worker.
- (ii) To accommodate 30% workers working at a time.
- (iii) Flyproof doors and windows.
- (iv) 15 mts. away from dust, fumes, coal-stack, latrines, house, etc.
- (v) Sufficiently lighted.

- (vi) Floor and inside walls upto a height of 1.2 mts. from smooth and impervious material.
- (vii) Minimum height should be 3.75 mts.

(22) SHELTER/REST ROOM AND LUNCH ROOM:

(Applicable to those employing 150 and more workers. See Rule 103 of the Goa Factories Rules, 1985)

- (i) In addition to dining hall required under section 46.
- (ii) 1.12 sq. mts./work of floor area.
- (iii) Heat resistant material for wall and roof.
- (iv) Minimum height should be 3.75 mts.

(23) CRECHE:

(Applicable when female employment is 30 and more. See Rule 104 of the Goa Factories Rules, 1985)

- (i) 2 sq. mts./child-area required.
- (ii) Washing arrangement for children.
- (iii) Sanitary facilities.
- (iv) Cupboard for storage.
- (v) Room for the nurse.
- (vi) Playground suitably fenced.
- (vii) Arrangement for storing milk, food, etc.
- (viii) Mother's feeding room.
- (ix) Minimum height should be 3.75 mts.

(24) AMBULANCE ROOM:

(Applicable when 500 and more workers are employed. See Rule 95 of the Goa Factories Rules, 1985)

- (i) Minimum area 24 sq. mts.
- (ii) Floor and walls of smooth, hard and impervious material.
- (iii) Doctor's examination room.
- (iv) Sitting room for visitors.
- (v) Latrines, urinals and wash places.

(25) DRINKING WATER:

(See Rule 41 to 46 of the Goa Factories Rules, 1985)

- (i) 5 lts./worker/day.
- (ii) Public water supply.

OR

- (iii) Any other source approved by Health Authorities.

- (iv) One water centre for every 150 workers.
- (v) One on each floor.

(26) FIRE FIGHTING ARRANGEMENT:

(See Rule 73 of the Goa Factories Rules, 1985.)

- (i) Fire hydrant in form of 15 cms. dia pipe to supply 500 lts. of water per minute, at a pressure not less than 7 kgs./sq. cms., to give flow for 100 minutes. Hydrant point shall be positioned at convenient location from store areas.

- (ii) Fire extinguishers, fire buckets, etc.

(27) EMERGENCY SHOWERS:

To be provided wherever chemicals are used.

—————
ANNEXURE - VI

THE FIRST SCHEDULE

[See section 2(cb) of the Factories Act, 1948]

List of Industries involving hazardous processes

- | | |
|---|--|
| <ul style="list-style-type: none"> (1) Ferrous metallurgical Industries <ul style="list-style-type: none"> - Integrated Iron and Steel - Ferro-alloys - Special Steels (2) Non-ferrous metallurgical Industries <ul style="list-style-type: none"> - Primary Metallurgical Industries, namely, zinc, lead, copper manganese and aluminium (3) Foundries (ferrous and non-ferrous) <ul style="list-style-type: none"> - Castings and forgings including cleaning or smoothing/roughening by sand and shot blasting. (4) Coal (including coke) Industries. <ul style="list-style-type: none"> - Coal, Lignite, Coke, etc. - Fuel Gases (including Coal gas, Producer gas, Water gas) (5) Power Generating Industries. (6) Pulp and paper (including paper products) Industries (7) Fertilizer Industries <ul style="list-style-type: none"> - Nitrogenous - Phosphatic - Mixed (8) Cement Industries <ul style="list-style-type: none"> - Portland Cement (including slag cement, puzzolona cement and their products) | <ul style="list-style-type: none"> (9) Petroleum Industries <ul style="list-style-type: none"> - Oil Refining - Lubricating Oils and Greases (10) Petro-chemical Industries (11) Drugs and Pharmaceutical Industries <ul style="list-style-type: none"> - Narcotics, Drugs and Pharmaceuticals (12) Fermentation Industries (Distilleries and Breweries) (13) Rubber (Synthetic) Industries (14) Paints and Pigment Industries (15) Leather Tanning Industries (16) Electro-plating Industries (17) Chemical Industries <ul style="list-style-type: none"> - Coke Oven by-products and Coaltar Distillation Products - Industrial Gases (nitrogen, oxygen, acetylene, argon, carbon-dioxide, hydrogen, sulphur-dioxide, nitrous oxide, halogenated hydro-carbon, ozone etc.) - Industrial Carbon - Alkalies and Acids - Chromates and dichromates - Leads and its compounds - Electrochemicals (metallic sodium, potassium and magnesium, chlorates, perchlorates and peroxides) - Electrothermal produces (artificial abrasive, calcium carbide) - Nitrogenous compounds (cyanides, cyanamides and other nitrogenous compounds) - Phosphorous and its compounds - Halogens and Halogenated compounds (Chlorine, Fluorine, Bromine and Iodine) - Explosives (including industrial explosives and detonators and fuses) (18) Insecticides, Fungicides, Herbicides and other Pesticides Industries (19) Synthetic Resin and Plastics (20) Man-made Fibre (Cellulosic and non-cellulosic) Industry (21) Manufacture and repair of electrical accumulators (22) Glass and Ceramics (23) Grinding or glazing of metals (24) Manufacture, handling and processing of asbestos and its products |
|---|--|

- | | |
|---|---|
| (25) Extraction of oils and fats from vegetable and animal sources | Schedule XIII Manufacture of articles from refractory materials. |
| (26) Manufacture, handling and use of benzene and substances containing benzene | Schedule XIV Handling and processing of asbestos, manufacture of any article of asbestos and any other process of manufacture or otherwise in which asbestos is used in any form. |
| (27) Manufacturing processes and operations involving carbon disulphide | |
| (28) Dyes and Dyestuff including their intermediates | Schedule XV Handling or manipulation of corrosive substances. |
| (29) Highly flammable liquids and gases. | Schedule XVI Processing of cashewnuts. |

ANNEXURE - VII

(See rule 131 of the Goa Factories Rules, 1985)

Dangerous manufacturing processes or operations

- | | |
|---|---|
| Schedule I Manufacture of aerated water and processes incidental thereto. | Schedule XVIII Process of extracting oils and fats from vegetables and animal sources in solvent extraction plants. |
| Schedule II Electrolytic plating or oxidation of metal articles by use of an electrolyte containing chromic acid or other chromium compounds. | Schedule XIX Manufacture or manipulation of manganese and its compounds. |
| Schedule III Manufacture and repair of electric accumulators. | Schedule XX Manufacture or manipulation of dangerous pesticides. |
| Schedule IV Glass manufacture. | Schedule XXI Manufacture, handling and usage of benzene and substances containing benzene. |
| Schedule V Grinding or glazing of metals. | Schedule XXII Manufacturing process or operations in carbondisulphide plants. |
| Schedule VI Manufacture and treatment of lead and certain compounds of lead. | Schedule XXIII Manufacture or manipulation of carcinogenic dye intermediates. |
| Schedule VII Generating petrol gas from petrol. | Schedule XXIV Operations involving high noise levels. |
| Schedule VIII Cleaning or smoothing, roughening, etc. of articles by a jet of sand, metal shot or grit or other abrasive propelled by a blast of compressed air or steam. | Schedule XXV Manufacture of Rayon by Viscoso Process. |
| Schedule IX Liming and tanning of raw hides and skins and processes incidental thereto. | Schedule XXVI Handling and Processing of Highly Flammable liquids and flammable compressed Gases. |
| Schedule X Certain lead processes carried on in printing presses and type foundries. | Schedule XXVII Operations in Foundries" |
| Schedule XI Manufacture of pottery. | Schedule XXVIII Fireworks manufactories and match factories |
| Schedule XII Chemical works. | Schedule XXIX Manipulation of stone or any other material containing free silica |

(ii) For Form No. 34, the following Form shall be substituted, namely:—

"FORM No. 34
[See rule 136(a)]

Annual Returns

For the year ending 31st December, 20__

(A copy of this return should be sent to the prescribed authorities positively by 31st January of the succeeding year)

PART - A

(Under the Factories Act, 1948)

- (1) (a) Registration number :
of factory
- (b) Licence number of :
factory
- (c) Section of the Act : Section 2 (m) (i)
under which the : Section 2 (m) (ii)
factory is covered : Section 85 -
-Chemical
-Section
85-non-chemical
- (2) Name of factory :
- (3) Name of occupier :
- (4) Name of manager :
- (5) District :
- (6) Full postal address of :
the factory including
pin code
- (7) Industry :
- (a) (1) Nature of industry :
(mention what is
actually manufac-
tured, including
repairs of all types,
following in National
Industrial Classifica-
tion, 1987 at the 4
digit level)
- (2) NIC code number :
(4 digit) (As given
in the licence)
- (b) Sector of industry : Public sector ☐
Please tick (i)
the appropriate box
(See explanatory : Joint sector ☐
Note 'A')
Co-operative ☐
sector
Private sector ☐
- (c) In case the factory is
a Major Accident

Hazard (MAH) Insta-
llation, furnish the
following information
(See explanatory
note 'AA') :

Name of the MAH substance (See Explanatory Note 'BB')	Quantity	
	In stock	In process
(1)		
(2)		
(3)		

- (8) (a) Number of days :
the factory worked
in the year (See
explanatory
note 'B')

- (b) Number of weeks :
the factory worked
in the year

Number of workers and particulars of employment

- (9) Number of mandays worked (i.e. aggregate
number of attendance) during year (See
explanatory note 'C')
- (a) Adults
(i) Male :
(ii) Female :
- (b) Adolescents
(i) Male :
(ii) Female :
- (c) Children
(i) Male :
(ii) Female :
- (10) Average number of workers employed daily
i.e. Mandays worked divided by number of
days worked (See Explanatory note 'D')
- (a) Adult
(i) Male :
(ii) Female :
- (b) Adolescents
(i) Male :
(ii) Female :
- (c) Children
(i) Male :
(ii) Female :
Total :

- (11) Total number of man-hours worked including overtime at excluding rest intervals (See Explanatory note 'E')
- (a) Adults
- (i) Male :
- (ii) Female :
- (b) Young person
- (i) Male :
- (ii) Female :
- (12) Average number of hours worked per week i.e Total manhours worked
(Average daily employment) X (Number of weeks of the factory worked)
- (See Explanatory note 'F')
- (a) Adults
- (i) Male :
- (ii) Female :
- (b) Young person
- (i) Male :
- (ii) Female :

(13) In respect of factories carrying on processes or operations declared dangerous under section 87, furnish the following information (See Explanatory note 'G')

Name of dangerous process or operation carried on (See Explanatory note 'G')	Average number of persons employed daily in each of the process or operation given (See Explanatory note 'D')	Number of persons			
		Medically examined		Declared unfit	
		Male	Female	Male	Female
1	2	3	4	5	6
i)					
ii)					
iii) etc.					

(14) In respect of factories carrying on 'hazardous process' as defined in section 2 (cb), furnish the following information (See Explanatory note 'H')

Name of the industry as per First Schedule:

Name of hazardous process (See Explanatory note 'I')	Average number of persons employed daily in each of the process or operation given (See Explanatory note 'D')	Number of persons			
		Medically examined		Declared unfit	
		Male	Female	Male	Female
1	2	3	4	5	6
i)					
ii)					
iii) etc.					

Leave with wages

(15) Total number of workers employed during the year (See Explanatory note 'J')

- (a) Adult
- (i) Male :
- (ii) Female :

- (b) Young person
- (i) Male :
- (ii) Female :

(16) Number of workers who were entitled to annual leave with wages during the year

- (a) Adult
- (i) Male :
- (ii) Female :

(b) Young person

(i) Male :

(ii) Female :

(17) Number of workers who were granted 'Leave' during the year (See Explanatory note 'K')

(a) Adults

(i) Male :

(ii) Female :

(b) Young person

(i) Male :

(ii) Female :

(18) (a) Total number of :
workers discharged/
/dismissed from the
service/quit employ-
ment/superannua-
tion/died while in
service during the
year(b) Number of workers in :
respect of whom
wages in lieu of leave
were paid**Safety Officers**

(See Explanatory note 'L')

(19) (a) Is the factory notified: Yes ☐ No ☐
for appointment of
Safety Officers under
section 40-B(1) (i)(b) Is the factory notified : Yes ☐ No ☐
for appointment of
Safety Officers under
section 40-B(1) (ii) [for
factories other than
those in (a) above](c) Number of Safety :
Officers appointed**Health and Safety Policy**

Information to be furnished only by -

(a) Factories covered
under section 2(cb) or
section 87 of the Act,
and(b) Factories other than
(a) but employ ordi-
narily, in case of facto-
ries registered under-(i) section 2m (i),
50 or more workers;
and
(ii) section 2m (ii);
100 or more workers.(20) Has the factory formula- : Yes ☐ No ☐
ted health and safety
policy? If yes, enclose a
copy thereof :**Safety Committee**(Information to be furnished only by (i) factories
carrying on hazardous process or dangerous
operations, and (ii) other factories
employing 100 or more workers)(21) Is safety committee appo- : Yes ☐ No ☐
inted? If more than one
committee, give numbers**Emergency Plan**Information to be furnished by factories covered
under section 2(cb) (See Explanatory note 'M')(22) (a) Has the factory got on- :
-site emergency plan
approved by the factory
Inspectorate(b) If the factory is required :
to prepare an off-site
Emergency plan, has
it been prepared?**Medical Facilities**

(23) Information to be furnished only by -

(a) Factories employing :
200 or less persons
covered under sections
2(cb) or 87:-(i) Number of Factory :
Medical Officers
(appointed on retai-
nership basis or part-
-time basis)(ii) Number of ambu- :
lance vans available
with the factory
directly or factory
arrangement(b) Factory employing :
above 200 workers

covered under section
2(cb) or 87:-

(i) Number of full time :
Factory Medical
Officers

(ii) Number of ambulance :
vans available

(c) All factories employing
500 or more workers:-

(i) Number of full time :
Factory Medical
Officers

(ii) Number of ambulance :
vans

(iii) Number of ambulance :
rooms provided

Competent Supervisor

(See Explanatory note 'N')

[Information to be furnished only by factories
covered under section 2(cb)]

(24) (a) Number of competent :
Supervisors appointed

(b) Number of competent :
supervisors who have
received safety training
as required under
rule 90-S

Industrial Hygienists

(See Explanatory note 'O')

(25) Number of Industrial :
hygienists employed to
monitor work environ-
ment as required under
section 7-A and rules
framed under section 112

(26) (a) Is there a canteen : Yes ☐ No ☐
provided in the factory
as required under
section 46 i.e. only
those factories will
furnish information
wherein more than
250 workers are
ordinarily employed?

(b) Is the canteen pro-
vided manager run :

(i) Departmentally or : Yes ☐ No ☐

(ii) Through a
contractor : Yes ☐ No ☐

Shelter or Rest Rooms and Lunch Rooms

(Only those factories will furnish information
wherein 150 or more workers are ordinarily
employed)

(27) As required under section 47-

(a) Are there adequate :
and suitable shelters
or rest rooms provided
in the factory?

(b) Are there adequate :
and suitable lunch
rooms provided in the
factory (any canteen
maintained in com-
pliance with section
46 will be accepted
here also)

Crèches

(28) Is there a crèche pro- :
vided in the factory
as required under
section 48 (i.e.
only those factories
will furnish information
wherein more than
30 women workers
are ordinarily
employed)?

Welfare Officers

(29) (a) Number of Welfare :
Officers required
under section 49
(i.e only those
factories will furnish
information wherein
500 or more workers
are ordinarily
employed?)

(b) Number of Welfare :
Officers actually
appointed

(30) [Accident and dangerous occurrences (See Explanatory note 'P'(1))]

(a) Total number :

Categories	Accident involving							
	Only non-fatal injuries See Explanatory note 'P'(2)				Fatal injuries as well as non-fatal injuries See Explanatory note 'P'(2)			
	Number of				Number of			
	Accidents/ Occurrences	Persons injured		Accidents/ Occurrences	Persons injured		Persons injured	
		Inside the Factory	Outside the Factory		Inside the Factory	Outside the Factory	Inside the Factory	Outside the Factory
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
(1) Accidents including dangerous occurrences and major accidents involving injuries/death								
(2) Dangerous occurrences not involving injuries/death								
(3) Dangerous occurrence involving injuries/death								
* (4) Major accidents involving injuries/deaths								
* (5) Major accidents not involving injury/death								

* See Explanatory note 'P'(3)

(b) For injuries occurring inside the factory:

Number of injuries occurring in								
Hazardous process under section 2(cb)			Dangerous operations under section of			Others		
Number of			Number of			Number of		
Accidents	Persons injured		Accidents	Persons injured		Accidents	Persons injured	
	Fatal	Non-fatal		Fatal	Non-fatal		Fatal	Non-fatal
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

(c) (i) Non-fatal injuries (workers : injured) during the year in which injured workers returned to work during the same year.

(aa) Number of injuries :

(bb) Mandays lost due to injuries :

(ii) Non-fatal injuries (workers : injured) occurring in the previous year in which injured workers returned to work during the year to which this return relates

(aa) Number of injuries :

(bb) Mandays lost due to injuries (this should be

- | | |
|---|---|
| <p>the total mandays lost during the previous year as well as in the current year)</p> <p>(d) Non-fatal injuries occurring in the year in which injured workers did not return to work during the year to which this return relates</p> <p>(aa) Number of injuries :</p> <p>(bb) Mandays lost due to injuries :</p> | <p>as amended from time to time, per month on the following accounts</p> <p>a) Basic wages only Rs.</p> <p>b) Dearness allowances Rs.</p> <p>c) Composite wages (i.e. if combined Basic wage and dearness allowance paid) Rs.</p> <p>d) Overtime wages Rs.</p> <p>e) Non-profit sharing bonus Rs.</p> <p>f) Any other bonus (other than profit sharing bonus) Rs.</p> <p>Forming part of wages as defined under the Act</p> <p>g) Any other amount paid in cash which may form Part of wages as defined under the Act (please specify) Rs.</p> <p>h) Arrears of pay in respect of previous year paid during the year Rs.</p> <p>i) Total wages paid (total) of (a+b) or (c+d+e+f+g+h) Rs.</p> |
|---|---|

PART - B

(Under the Payment of Wages Act, 1936)

- | | |
|--|--|
| <p>(31) (i) Number of Mandays worked : (i.e. aggregate number of attendance) during the year for persons earning wages which do not exceed the wage limit specified in sub-section (6) of section 1 of the Payment of Wages Act, 1936 (4 of 1936), as amended from time to time, per month (See Explanatory note 'C')</p> <p>(a) Adult :</p> <p>(b) Young person :</p> <p>Total :</p> <p>(ii) Average number of workers employed daily (i.e. mandays worked divided by number of days worked) for persons earning wages which do not exceed the wage limit specified in sub-section (6) of section 1 of the Payment of Wages Act, 1936 (4 of 1936), as amended from time to time, per month (See Explanatory note 'D')</p> <p>(a) Adult :</p> <p>(b) Young person :</p> <p>Total :</p> <p>(32) 'Total wages paid' including : 'Deductions' under section 7 (2) of the Payment of Wages Act, 1936 for persons earning wages which do not exceed the wage limit specified in sub-section (6) of section 1 of the Payment of Wages Act, 1936 (4 of 1936),</p> | <p>(33) 'Gross amount paid' as remuneration to persons earning wages which do not exceed the wage limit specified in sub-section (6) of section 1 of the Payment of Wages Act, 1936 (4 of 1936), as amended from time to time, per month including 'deductions' under section 7(2) of the Act on the following accounts</p> <p>a) 'Total wages paid' (item 32) during the year Rs.</p> <p>b) 'Bonus paid' during the year (include arrears also, if paid during the year. This is statutory bonus as well as Profit Sharing Bonus) Rs.</p> <p>c) 'Amount of Money Value of Concession' [See Explanatory note Q] given during the year. Rs.</p> |
|--|--|

Certified that the information furnished above is to the best of my knowledge and belief, correct.

Date: _____

Signature of the manager
Name (in block letters)
Address & telephone No.

EXPLANATORY NOTES

A. “*Establishment*” in “Public Sector” means an establishment owned, controlled or managed by (i) The Government or the Department of the Government, or (ii) a Government Company as defined in Section 617 of the Companies Act, 1956, or (iii) a Corporation established or under Central Provincial or State Act, which is owned, controlled or managed by the Government or (iv) a Local Authority.

“Establishment” in “Joint Sector” means an establishment managed jointly by the Government and Private Entrepreneur.

“Establishment” in “Co-operative Sector” means an establishment which is not an establishment in Public Sector or Joint Sector or Co-operative Sector.

AA. “*Major Accident Hazard Factory*” is one having an industrial activity using, producing or storing hazardous substance in such a quantity that possess the potential to cause substantial damage and to kill or injure a person within or outside the factory boundary.

B. (1) “*Working day*” should be taken to be a day on which although no manufacturing process was carried on but more than 50% of the workers (preceding the date under consideration) were deployed on maintenance and repair work, etc. on closed days. Days on which the factory was closed for whatever cause and days on which no manufacturing process was carried on should not be treated as working days.

(2) For seasonal factories* information about working season and off-season should be given separately.

*Section 2(12) of E.S.I. Act, 1948 defines “Seasonal Factory” as follows:—

“*Seasonal Factory*” means a factory which is exclusively engaged in one or more of the following manufacturing processes, namely, cotton ginning, jute or cotton pressing, decortication of groundnuts, the manufacturing of coffee, indigo, lac, rubber, sugar (including gur) or tea or any manufacturing process which is incidental to or connected with any of the aforesaid processes and includes a factory which is engaged for a period not exceeding seven months in a year-

a) in any process of blending, packing or packing of repacking of tea or coffee; or

b) in such other manufacturing process as the Central Government may, by notification in the Official Gazette, specify.

The expression “manufacturing process” and “power” shall have the meanings respectively assigned to them in the Factories Act, 1948 (Central Act 63 of 1948).

BB. “*Major Accident Hazard substance*” means a substance presenting major accident hazard and included in the list already notified and which have been classified into five groups.

C. Mandays working should be the aggregate number of attendance of all the workers, covered under the Act, in all the working days. In reckoning attendance, attendance by the temporary as well as permanent employees should be counted, and all employees should be counted, and all employees should be included, whether they are employed directly or under contractors (Apprentices, who are not covered under Apprentices Act, 1961, are also to be included). Attendance on separate shifts (e.g. night attendance and day shifts) should be counted separately. Partial attendance for less than half a shift on a working day should be ignored while attendance for half a shift or more on such day should be treated as full attendance.

D. The average number of workers employed daily should be calculated by dividing the figures of “mandays worked” by number of days worked in the year. For seasonal factories*, the Average number of workers Employed Daily during the working season and off-season should be given separately (*Refer note B.2)

E. The “Total number of Manhours worked” should be the TOTAL ACTUAL HOURS WORKED BY ALL the workers during the year excluding Rest Intervals but including overtime worked. The term “Young person” shall include “Adolescents” also who have not been certified to work as adults.

F. The “Average Number of Hours worked per week” should be calculated by dividing the “Total number of Manhours worked” by the product of “Average number of workers employed daily” in the factory during the year (item 10) and 52 (i.e. number of weeks during the year). In other words, item 11..... (item 10x52)= item 12. In case the factory has not worked for the whole year, the number of weeks during which the factory worked should be used in the place of figure 52. For seasonal

factories, the "Average Number of Hours Worked per week" during the working season and off-season should be given separately.

G. All such "Dangerous Processes or Operations" as specified and declared in the Rules framed under section 87 of the Factories Act, 1948 should be checked. If the factory or even a part of the factory submitting returns falls under this section, the fact should be mentioned against this item and requisite information furnished accordingly.

H. All such 'Hazardous Process' in relation to the industries specified in the First Schedule to the Factories Act and defined under section 2 (cb) of the Act should be checked. If a factory or even a part of the factory submitting returns, fails under this section, the fact should be mentioned against this item and requisite information furnished accordingly.

I. There may be number of 'hazardous processes' being carried on in any one industry specified in the First Schedule to the Act. All such Processes should be given individually in this table.

J. All persons, who have been on roll even for a single day during the year should be taken that a particular worker is counted once only.

K. A particular worker is to be counted once only even if the same worker has been granted leave more than once during the year.

L. In every factory, wherein 1000 or more workers are ordinarily employed and the factory has been notified under section 40 B (1) (i), or wherein the factory is carrying on any hazardous process defined in section 2 (cb) or dangerous operations as defined in section 87 and the factory has been notified under section 40-B (1) (ii), the occupier shall employ the required number of Safety Officers with prescribed qualifications. The term 'Ordinarily Employed' would mean the total number of workers working in all the shifts and the employment should be for over 50% of the working days of the establishment in the year.

M. The occupier of every factory where a 'hazardous process' takes place or where hazardous substances are used or handled shall, with the approval of Chief Inspector of Factories, draw up an on-site emergency plan for this factory and make known to the workers employed therein the safety measures required to be taken in the event of an

accident taking the place. The occupier shall prepare off-site emergency plan based on events which could affect people and the environment outside the work premises. The District/local authority shall prepare disaster plan for area based in off-site plans of individual units.

N. All persons who are required to supervise the handling of 'hazardous substance' shall process:-

(a) Degree in Chemistry or Diploma in Chemical Engineering or Technology with five years experience; or

(b) Master's Degree in Chemistry or a Degree in Chemical Engineering or Technology with 2 years experience.

NOTE : The experience stipulated above shall be in process operation and maintenance in Chemical Industry.

O. The occupier shall appoint Industrial Hygienist possessing—

(a) M. Sc. Degree in Chemistry with 2 years analytical experience in a chemical laboratory of repute; or

(b) M. Sc. Degree in Chemistry with 2 years experience in conducting survey in industrial hygiene.

P. (1) Dangerous Occurrence – The following classes of occurrences are dangerous occurrences—

(1) Bursting of plant used for containing or supplying steam under pressure greater than atmospheric pressure.

(2) Collapse or failure of a crane, derrick, winch, hoist or other appliances used in raising or lowering persons or goods, or any part thereof, or the overturning of a crane.

(3) Explosion, fire bursting out, leakage or escape of any molten metal, or hot liquor or gas causing bodily injury to any person or damage to any room or place in which persons are employed, or in fire in rooms of cotton pressing factories when a cotton opener is in use.

(4) Explosion of a receiver or container used for the storage at a pressure greater than atmospheric pressure of any gas or gases

(including air) or any liquid solid resulting from the compression of gas.

(5) Collapse or substance of any floor, gallery, roof, bridge, tunnel, chimney, wall, building, or any other structure.

(2) Only such injuries which prevented workers from working of 48 hours or more immediately following the accident should be reported as non-fatal injuries.

(3) A major accident is a sudden, unexpected, unplanned event, resulting from uncontrolled developments during an industrial activity, which causes, or has the potential to cause, serious adverse effects immediate or delayed (death, injuries, poisoning or hospitalization) to a number of people inside the installation and/or to persons outside the establishment.

Q. The money value of concession is the cost of value of the next cost of the concession, as the case may be, in respect of all supplies made and all services rendered individually, free of cost. In case of concessional sale of essential commodities to the employees, the difference between the purchase price paid by the employer and the actual price paid by the employees is to be taken as the basis for computing the 'Money Value of Concession.'

R. 'Cash Value of Wages paid in kind' and of 'Concession' in respect of essential commodities at concessional rates authorized under sub-sections (2) and (3) of section 11 of the Minimum Wages Act, 1948, shall be estimated in the manner prescribed by the Appropriate Government. In so far as the Central Government is concerned as laid down under Rule 20 of the Minimum Wages (Central) Rules, 1950, the retail price at the nearest market shall be taken into account in computing the Cash Value of Wages paid in kind. This computation shall be made in accordance with directions as may be issued by the Central Government from time to time. The cash value of the concession should be obtained by taking the differences between the cost price paid for supplies of essential commodities given at the concessional rates."

By order and in the name of the Governor of Goa.

S. M. Paranjape, Chief Inspector & ex officio Joint Secretary (Factories and Boilers).

Panaji, 12th April, 2013.

Department of Law & Judiciary

Law (Establishment) Division

Order

8/23/2012-LD(Estt.)/529

Sanction of the Government is hereby conveyed for the creation of 30 (thirty) additional posts in various categories in the Registration Department as follows:—

Sr. No.	Designation	Pay scale	No. of posts
1.	Civil Registrar-cum-Sub-Registrar	Rs. 9300-34800 +G.P. 4200	7
2.	Office Superintendent	Rs. 9300-34800 +G.P. 4600	1
3.	L.D.C.	Rs. 5200-20200 +G.P. 1900	15
4.	Peon	Rs. 4440-7440 +G. P. 1300	7
Total			30

The expenditure towards creation of these posts shall be debited to the "Budget Head 2030—Stamps and Registration; 03—Registration; 001—Direction and Administration; 01—Superintendence (NP); 01—Salaries" under Demand No. 10.

This issues with the recommendations of Administrative Reforms Department vide their U. O. No. 1473/F dated 22-10-2012, Finance (R&C) Department's Concurrence vide their U.O. No. 1460880 dated 24-1-2013 and Cabinet approval taken in its XXXIIIrd meeting held on 13-3-2013.

By order and in the name of the Governor of Goa.

Vasanti H. Parvatkar, Under Secretary (Law-Estt.).

Porvorim, 4th April, 2013.

Order

SS(Law)/AG/2007

Read: Office Memorandum No. 4-5-87/LD(1)/1746 dated 11-12-2008.

In partial modification of Office Memorandum read above, the Government of Goa is pleased to modify the fees, allowances and amenities to the Ld. Advocate General of the State of Goa, shall be as follows, with effect from 1-4-2012.

Particular	Fees of Ld. Advocate General to be effected from 1st April, 2012
1	2
1. Fees for appearance before the High Court/Professional fees for each hearing	Rs. 10,000/- (Rupees ten thousand only) per case per day before the High Court in respect of all cases, except matters listed for Court "Orders" where fees shall be Rs. 3,000/- (Rupees three thousand only) per case per day, provided that the maximum amount of fees shall not exceed Rupees eight lakhs per month.
2. House Rent Allowance	Fully furnished rent free Government accommodation shall be provided, OR in lieu thereof an amount of Rs. 20,000/- (Rupees twenty thousand only) per month.
3. Fees for appearance before the Supreme Court	Fees of Rs. 75,000/- (Rupees seventy-five thousand only) per official visit to New Delhi for conferences/ /per appearance per day in Special Leave Petitions, Writ Petition, Civil applications.
4. Staff	As applicable to the Cabinet Minister from time to time.

The fees prescribed in item No. (3) in column No. 2 are in excess to maximum amount of fees prescribed in item No. (1) in column 2.

The other fees prescribed in the O. M. No. 4-5-87/LD(1)/1746 dated 11-12-2008 shall remain unchanged, until further orders.

This issues with the concurrence of Finance (R&C) Department vide their U. O. No. 1442632/F dated 25-2-2013 and the Cabinet approval obtained in the XXXIInd Cabinet Meeting of the Council of Ministers held on 27-2-2013.

By order and in the name of the Governor of Goa.

Vasanti H. Parvatkar, Under Secretary (Law-Estt.).

Porvorim, 8th April, 2013.

Department of Personnel

Notification

1/25/86-PER (Pt. file)

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Goa hereby makes the following rules to regulate the recruitment to the Group 'C' and Group 'D', Non-Ministerial, Non-Gazetted posts in the Office of the Commissioner of Excise, Government of Goa, namely:—

1. *Short title, application and commencement.*— (1) These rules may be called the Government of Goa, Office of the Commissioner of Excise, Group 'C' and Group 'D', Non-Ministerial, Non-Gazetted posts, Recruitment Rules, 2013.

(2) They shall apply to the posts specified in column (2) of the Schedule to these rules (hereinafter called as the "said Schedule").

(3) They shall come into force from the date of their publication in the Official Gazette.

2. *Number, classification and scale of pay.*— The number of posts, classification of the said posts and the scale of pay attached thereto shall be as specified in columns (3) to (5) of the said Schedule:

Provided that the Government may vary the number of posts specified in column (3) of the said Schedule from time to time subject to exigencies of work.

3. *Method of recruitment, age limit and other qualifications.*— The method of recruitment to the said posts, age limit, qualifications and other matters connected therewith shall be as specified in columns (6) to (14) of the said Schedule.

4. *Disqualification.*— No person who has entered into or contracted a marriage with a person having a spouse living or who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the service:

Provided that the Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

5. *Power to relax.*— Where, the Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

6. *Saving.*— Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for Scheduled Castes and other special categories of persons in accordance with the orders issued by the Government from time to time in that regard.

7. *These rules are issued in supersession of.*— (i) The Government Notification No. 1/25/86-PER (Pt. file) dated 21-12-2006 published in the Official Gazette, Series I No. 39 dated 28-12-2006; and

(ii) The Recruitment Rules for the post of 'Assistant Excise Guard, notified vide Government Notification No. 1/25/86-PER dated 6-5-2005 in the Official Gazette, Series I No. 11 dated 16-6-2005.

By order and in the name of the Governor of Goa.

Yetindra M. Maralkar, Additional Secretary (Personnel).

Porvorim, 10th April, 2013.

SCHEDULE

Sl. No.	Name/ Designation of the post	Number of posts	Classifi- cation	Scale of pay	Whether	Age limit for direct recruits	Whether the benefit of added years of service is admissible under Rule 30 of CCS (Pension) Rules, 1972	Educational and other qualifications required for direct recruits	Whether age & educational qualifications prescribed for the direct recruits will apply in the case of promotees	Period of proba- tion, if any	Method of recruitment, whether by direct recruitment or by promotion/ or by deputation/ transfer/contract and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/ deputation/ transfer, grades from which promotion/ deputation/ transfer is to be made	If a D.S.C./ D.P.C. exists, what is its compo- sition	Circum- stances in which the Goa Public Service Commission is to be consulted in making recruitment
					selec- tion post or non-selec- tion post									
1	2	3	4	5	6	7	7(a)	8	9	10	11	12	13	14
1.	Inspector of Excise. (Subject to variation depend- ent on work- load).	34 (2013)	Group 'C', Non- Ministe- rial, Non- Gaze- ted.	Rs. 5,200- 20,200 + Grade pay Rs. 2,800/-.	Selec- tion. exceeding 40 years (Relaxable for Govern- ment servants upto 5 years in accor- dance with the instruc- tions or orders issued by the Govern- ment).	Not exceeding 40 years (Relaxable for Govern- ment servants upto 5 years in accor- dance with the instruc- tions or orders issued by the Govern- ment).	No. 7(a)	Essential: (1) Three years Degree of a recognized University or equivalent qualification approved by UGC/AICTE. (2) Physical requirement: Minimum height:- (i) 5 ft. 5 inches in case of male candidate. (ii) 5 ft. 2 inches in case of female candidates. (3) Knowledge of Konkani. Desirable: Knowledge of Marathi.	Age: No. Educa- tional qualifi- cations: To the extent indi- cated in column (12).	Two years. 50% by promotion, failing which, by direct recruitment and 50% by direct recruit- ment.	Promotion: 22 ^{1/20} % of posts from amongst Sub- Inspectors, 52% of posts from amongst U.D. Cs. 17 ^{1/20} % of posts from amongst Junior Stenographers and 8% of posts from amongst Store-cum- Godown Keeper, with 5 years regular service in the respective grade and possessing minimum qualification of S.S.C. or equivalent.	Group 'C', D.P.C./ D.S.C.	N. A.	

1	2	3	4	5	6	7	7(a)	8	9	10	11	12	13	14
60	2. Assis- tant Excise Guard.	156 (2013) (Subject to variation depend- ent on work- load).	Group 'D', Non- Ministe- rial, Non- Gaze- tted.	Rs. 4,440- 7,440 + Grade pay Rs. 1,400/-.	N. A.	Not exceeding 35 years (Relaxable for Govern- ment servants upto 5 years in accor- dance with the instruc- tions or orders issued by the Govern- ment).	No.	<i>Essential:</i> (1) Middle School or equiva- lent. (2) Physical requirement: (i) Minimum height 5 ft. 5 inches and chest measure- ment of 31" – 33" in case of male candidates. (ii) Minimum height 5 ft. 2 inches in case of female candidates. (3) Knowledge of Konkani.	N. A.	Two years.	By direct recruitment.	N. A.	Group 'D' D.S.C./ /D.P.C.	N. A.

www.goaprintingpress.gov.in

Printed and Published by the Director, Printing & Stationery,
Government Printing Press,
Mahatma Gandhi Road, Panaji-Goa 403 001.

PRICE – Rs. 36.00

PRINTED AT THE GOVERNMENT PRINTING PRESS, PANAJI-GOA — 10/350 — 4/2013.